

MINUTES FOR
MONTGOMERY TOWNSHIP COMMITTEE MEETING
February 20, 2020

1. Montgomery Township Committee met at the Municipal Building, 2261 Van Horne Road, Belle Mead, NJ at 7:00 p.m. on the above date. Those present were:

TOWNSHIP COMMITTEE: Mayor Jaffer, Deputy Mayor Schuldiner, Committee members Gural, Keenan and Huang

Also present were:

TOWNSHIP ATTORNEY - Kevin Van Hise, Esq.

TOWNSHIP ADMINISTRATOR - Donato Nieman

CHIEF FINANCIAL OFFICER - Michael Pitts

TOWNSHIP CLERK - Donna Kukla

2. Mayor Jaffer stated the following: "Under the provisions of the Open Public Meetings Act, notice of the time and place of this meeting has been posted and sent to the officially designated newspapers."

3. Mayor Jaffer led the Salute to the Flag.

4. **PROCLAMATION** - Recognizing the 30th Anniversary of the Rotary Club

WHEREAS, The strength and vitality of any community depends upon the engagement, public spiritedness, compassion, energy and generosity of its people; and

WHEREAS, The people who comprise the Rotary Club of Montgomery Rocky Hill epitomize a volunteer spirit and commitment to "Service Above Self" that is truly remarkable and admirable, resulting in extraordinary benefits to our community; and

WHEREAS, Over many years, the Rotary Club has provided a helping hand to countless individuals and families in the Township who have fallen on hard times; and

WHEREAS, Rotary Club members have been a driving force behind the establishment and coordination of the Montgomery Food Pantry, a Township initiative made possible through our partnership with Rotary and Rotarians; and

WHEREAS, The Rotary Club of Montgomery Rocky Hill has provided funding, equipment, furniture, supplies and many hours of skillful, cheerful volunteer assistance needed for the Food Pantry to open its doors; donated outdoor furniture for the Montgomery Seniors at the Otto Kaufman Community Center; and sponsors programs for Montgomery Seniors.

NOW, THEREFORE, BE IT RESOLVED That the Montgomery Township Committee extends to the Rotary Club our most sincere gratitude and appreciation for the time, skill and resources so generously donated to the Montgomery Food Pantry and Montgomery Seniors; and

BE IT FURTHER RESOLVED That the Township Committee congratulates and commends the Rotary Club of Montgomery Rocky Hill for 30 years of fine work, for sustaining the community tradition that is now the Run With Rotary, and in general for setting and meeting the highest standard of community service for the benefit of the most vulnerable among us.

- 4-1. Deputy Mayor Schuldiner moved the adoption of the foregoing resolution. The motion was seconded by Committeewoman Keenan and carried unanimously.
- 4-2. Tony Parziale, Rotary Club President, stated that the members of the Rotary Club were a fine group of people who do good whenever they can. He thanked the Township for all of their support. He gave a shout out to Community Information Officer Tammy Garaffa for all of her help whenever it is needed. He thanked the Governing Body for this proclamation.

5. **PUBLIC COMMENT**

- 5-1. Jessie Havens, Ludlow Avenue, asked who the members of the Library Study Committee are. Mayor Jaffer explained that Committeewoman Keenan is currently the Chair and has been working with the Township Administrator and Chief Financial Officer. Ms. Havens asked if there would be other members appointed. Committeewoman Keenan responded that prior to making appointments, she wants to make sure that she is up to speed on everything going on and wants to look at this from a transition perspective. Mayor Jaffer stated that if Ms. Havens is interested in being on the committee, the Governing Body will keep that in mind for the future.

- 5-2. Brett Borowski, York Drive, stated that Committeewoman Keenan has no experience chairing the Library Transition Committee. One of the issues the Governing Body is facing is the "Schuldiner" proposal. He asked if Deputy Mayor Schuldiner was part of the committee. Mayor Jaffer stated that the point of the committee right now is to figure out what the Township is doing with a transition to the new Municipal Building.

6. Committeewoman Gural and Committeeman Huang stepped down from the dais.

7. **KINDERGARTEN ENRICHMENT PROGRAM DISCUSSION**

- 7-1. Mary McLoughlin, Acting Superintendent of Schools reported that a committee was put together to discuss the possibility of a full day kindergarten program which included discussions on costs, curriculum, supplies, staffing and scheduling. It was determined that it was not feasible to fund a full day kindergarten for the next school year. When the full day kindergarten implementation committee came to this realization she approached the Township to see if it was possible to provide a kindergarten wraparound program of the high quality that has been provided for decades. She is confident that this continued partnership in lieu of providing a full day kindergarten program is the best offering for the students for the 2020/2021 school year. The plan is to expand their full day kindergarten implementation committee to include parents, Board of Education members, community members, Governing Body members and Administration to explore bringing full day kindergarten to the Montgomery Township School District. She conveyed appreciation to the Township providing a transition year to the students as they identify the means to bring full day kindergarten to the district.
- 7-2. Mayor Jaffer stated the most important issue directed to the Township by the School District was the desire for a type of full day option to compliment the half day kindergarten due to the full day kindergarten not being implemented for this school year. This would be a transition program. The Township will work with the school district on how it would be implemented.
- 7-3. Mayor Jaffer asked if there would be an update within the next six months about the progress of that committee. Ms. McLoughlin responded that there would be an update. Mayor Jaffer stated she would be happy to serve as liaison to that committee and continue to work with the Board of Education on this topic.
- 7-4. Deputy Mayor Schuldiner stated that the school district is willing to allow the Township to keep the building currently being used by Kid Connection, which is on school property, to potentially operate the Kid Connection program. He asked if the children in that program would also be allowed to use the busing for this program. Ms. McLoughlin responded that they would.
- 7-5. Mugdha John, Ketcham Road, stated her disappointment of having no solution for a full day kindergarten program. She asked if the Township subsidized the Kid Connection program. Mayor Jaffer stated the program was being subsidized but they reconfigured the tuition so that it will now be self-sustaining. It will not be subsidized by tax dollars but paid for with the tuition fee. The goal is to pursue a full day kindergarten as soon as possible. Ms. John asked about the extent of subsidy being provided by the Township while they were subsidizing the Kid Connection program. Mayor Jaffer responded that the Township subsidy for the whole Pre-K and Kid Connection program, on an annual basis, was approximately \$750,000.00.
- 7-6. Maureen Daniels, County Route 601, stated that many parents in this town would support a full day kindergarten.
- 7-7. Kathryn Worland, River Road, stated that she found it interesting that the Township was comfortable in adjusting rates to cover what would be the largest loss but adjusting rates for the 3 and 4 year old programs wasn't considered, even though their losses are less. Mayor Jaffer stated all options were considered, including the option of raising tuition. The most important issue is the Township's partnership with the school district their need for classrooms and transportation. She explained that it's not that Township doesn't value the other programs, it is more about the current reality in terms of the needs of the schools and municipality.
- 7-8. Brett Borowski, York Drive, stated that there was a plan to continue Kid Connection, not as is, but with a non-profit third party partner. His understanding is that this plan would have eliminated the deficit and preserved the pre-school programs. Unfortunately, there were a few different problems. One is that the School Board needed the classrooms in the Orchard Hill building that were part of the Kid Connection program. He asked about the capacity of the Kid Connection building, in terms of classrooms and students. Administrator Nieman responded that there were eight classrooms with 16 children maximum per classroom. Discussion was had about people not being able to pay for the program. It was pointed out that there was a link on the Township's website regarding scholarships and aid.
- 7-9. **Motion #20-02-01** - Deputy Mayor Schuldiner moved to renew only the Kindergarten Enrichment Program for the upcoming school year. The motion was seconded by Committeewoman Keenan and carried unanimously.

8. Committeewoman Gural and Committeeman Huang returned to the dais.

9. **COMMUNICATIONS COMMITTEE PRESENTATION**

- 9-1. Therese Glennon introduced the members of the committee: Karen Dentler, Mike Livio, Lisa Shapiro-Barr, Township Administrator Donato Nieman, Community Information Officer Tammy Garaffa and Mayor Sadaf Jaffer. The Communications Ad Hoc Committee was created to assess and make recommendations on how communications between the Township and public can be improved.

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Lisa Shapiro-Barr stated that the Committee met 10 times during 2019 and early 2020 to better understand the current situation regarding Township communications. The approach included a review of external municipal best practices and benchmarks. Their key finding was that the Township should create a Communications Strategic Plan. The following opportunities were mentioned:

- Provide more strategic communications guidance;
- Be clearer, more consistent, and more coordinated in communications content;
- Modernize use of communication channels;
- Resource appropriately.

Karen Dentler explained what the elements of a strategic plan might include the following:

- Vision, goal and branding aligned to municipal Master Plan;
- Communications objectives including outcome expected (e.g. awareness, action) overall and by key departments;
- Communications strategies including key audiences and key messages;
- Communications tactics including key communication channels, schedule and budget;
- Measures of effectiveness including an evaluation plan.

She noted the following questions for further consideration:

- Is it reflective of our investment priorities and overall Township Master Plan, not only for today but for the next five to ten years?
- Does it align with the direction of the town with the new Municipal Building center?
- Does it reflect the values and priorities of our residents and other key stakeholders?
- What are the visible symbols or "brand" logo Montgomery Township would like to convey?

She spoke about the "Quick win" communications improvements identified for near-term action:

- Motivate volunteerism and civic engagement, include publicizing opportunities, clarify committee charters and enable volunteer sign-ups online;
- Increase reach and readership of Township email blasts and newsletters;
- Simplify and modernize the Township website;
- Complete research with residents on communication content and channel preferences.

Mike Livio stated that the Ad Hoc Committee believes it is important to ensure the latest information affecting the residents, is more strategically planned and delivered in a more coordinated and modernized way to create further engagement with the residents. He listed the Committee's recommendations:

- Establish a Township Communications Strategic Plan, targeting completion by the 3rd quarter of 2020;
- Sustain the Communication Committee as a formal advisory committee;
- Review and update policies regarding communications;
- Coordinate and align decisions that have inter-dependence with the Communications Strategic Plan;
- Implement the "Quick Wins" to improve current communications in the near-term.

9-2. Deputy Mayor Schuldiner asked if the Committee looked at the Open Cities project. Lisa Shapiro-Barr explained that the Committee looked at many different groups and organizations when putting all of the information together. Community Information Officer Tammy Garaffa said she would look into Open Cities.

9-4. Committeeman Huang inquired as to the next step. Administrator Nieman stated that the Township would be implementing the "quick wins". The Ad Hoc Committee would like the Governing Body to create a resolution and allocate funds to create a Strategic Plan and have that done in 2020.

10. **CONSENT AGENDA** - All matters listed hereunder are considered to be routine in nature and will be enacted in one motion. Any Township Committeeperson may request that an item be removed for separate consideration.

A. **RESOLUTION #20-2-66 - REFUND OVERPAID 2020 TAXES**

BE IT RESOLVED That refunds be given to the following for the overpayment of 2020 taxes:

<u>Block</u>	<u>Lot</u>	<u>Name</u>	<u>Amount</u>
15005	3	Core Logic	\$5,207.58
37003	1.124	Ignacio Urtubi	\$2,191.19
37003	6.02	Kai Yen Chang	\$2,261.98

(CONSENT AGENDA Cont.)

- B. **RESOLUTION #20-2-67 - RELEASE OF PERFORMANCE GUARANTEE - Roland Minard -
Street Opening Permit #18-R-10 (Block 15013, Lot 26.02)**

WHEREAS, Gail Smith, Township Engineer, has recommended the release of a cash performance guarantee to Roland Minard because all work has been satisfactorily completed with respect to a street opening permit at Block 15013, Lot 26.02 (268 Sunset Road).

NOW, THEREFORE, BE IT RESOLVED By the Montgomery Township Committee that the cash performance guarantee in the amount of \$2,500.00 be released to Roland Minard, 947 State Road, Suite 201-211, Princeton, NJ 08540.

- C. **RESOLUTION #20-2-68- RELEASE OF PERFORMANCE GUARANTEE - Steven Back -
Street Opening Permit #19-R-20 (Block 32001, Lot 4.02)**

WHEREAS, Gail Smith, Township Engineer, has recommended the release of a cash performance guarantee to Steven Back because all work has been satisfactorily completed with respect to a street opening permit at Block 32001, Lot 4.02 (324 Mountain View Road).

NOW, THEREFORE, BE IT RESOLVED By the Montgomery Township Committee that the cash performance guarantee in the amount of \$2,340.00 be released to Steven Back, 324 Mountain View Road, Skillman, NJ 08558.

- D. **RESOLUTION #20-2-69 - RELEASE OF PERFORMANCE GUARANTEE - John Seeley -
Street Opening Permit #19-R-25 (Block 11003, Lot 9)**

WHEREAS, Gail Smith, Township Engineer, has recommended the release of a cash performance guarantee to John Seeley because all work has been satisfactorily completed with respect to a street opening permit at Block 11003, Lot 9 (310 Hollow Road).

NOW, THEREFORE, BE IT RESOLVED By the Montgomery Township Committee that the cash performance guarantee in the amount of \$420.00 be released to John Seeley, 310 Hollow Road, Skillman, NJ 08558.

- E. **RESOLUTION #20-2-70 - AUTHORIZING SEWER PARTICIPATION AGREEMENT - Kenneth C. and
Lydia Cook (Block 7008, Lot 6)**

BE IT RESOLVED By the Montgomery Township Committee that the Mayor and Clerk are hereby authorized to execute a Sewer Participation Agreement with Kenneth C. and Lydia Cook related to sewer capacity in the Pike Brook Wastewater Treatment Plant for Block 7008, Lot 6.

- 10-1. Deputy Mayor Schuldiner moved the adoption of the **CONSENT AGENDA**. The motion was seconded by Committeewoman Keenan and carried on the following:

ROLL CALL - Ayes - Huang, Keenan, Gural, Schuldiner, Jaffer
Nays - None

11. **MAYORAL APPOINTMENT - One Montgomery**

BE IT RESOLVED That Samira Ghani is hereby appointed to One Montgomery as a Regular Member, replacing Jeanne Skaar.

BE IT FURTHER RESOLVED That Jin Patel is hereby appointed to One Montgomery as the Montgomery Township School Board Representative, replacing Minkyoo Chenette.

12. **RESOLUTION #20-2-71 - AUTHORIZING PURCHASE OF JANITORIAL SERVICES THROUGH NEW JERSEY
STATE CONTRACT #L062618-13**

WHEREAS, Exemptions from competitive bidding are allowed for items/services purchased through New Jersey State Contract per N.J.S.A. 40A:11-12; and

WHEREAS, The Township of Montgomery has determined the following State Contract #L062618-13 has provided the Township with the most competitive price for these items/services; and

WHEREAS, The Chief Financial Officer has certified that there are sufficient funds available for this purchase in Account #01-201-26-310-200.

NOW, THEREFORE, BE IT RESOLVED By the Township Committee of the Township of Montgomery that the following purchase for janitorial services at a not to exceed amount of \$60,000.00 for the period March 2, 2020 through March 1, 2021 be authorized through the utilization of the New Jersey State Contract to:

ACB Services, Inc.
550 West Ingham Avenue
Ewing, New Jersey 08638

- 12-1. Deputy Mayor Schuldiner moved the adoption of the foregoing resolution. The motion was seconded by Committeeman Huang and carried on the following:

ROLL CALL - Ayes - Huang, Keenan, Gural, Schuldiner, Jaffer
Nays - None

13. **RESOLUTION #20-2-72 - PROFESSIONAL SERVICES RESOLUTION - Engineering Services for Cherry Valley WWTP - Evaluation of Consolidation with Skillman Village Wastewater Treatment Plant**

WHEREAS, The Township of Montgomery seeks to retain the services of a professional engineering firm to assess the cost effectiveness of conveying wastewater currently being treated at the Cherry Valley Wastewater Treatment Plant (WWTP) to the Skillman Village WWTP for treatment; and

WHEREAS, There exists a need to acquire these services without a "fair and open process" as defined by P.L. 2004, c.19, the "Local Unit Pay to Play Law); and

WHEREAS, The firm Kleinfelder, has submitted a written proposal dated February 10, 2020 ("Proposal"), which Proposal shall be incorporated herein by reference, offering to provide the sought-after services to the Township; and

WHEREAS, Kleinfelder has completed and filed with the Township of Montgomery a Campaign Contributions Affidavit as required by N.J.S.A. 19:44A-20.2 et seq. certifying that Kleinfelder has not made any prohibited contributions to a candidate committee or municipal committee representing elected officials of the Township of Montgomery; and

WHEREAS, The New Jersey Local Public Contracts Law N.J.S.A. 40A:11-1 et seq. authorizes the award of professional services contracts without competitive bidding on the basis that the services are to be performed by persons who are recognized as licensed and regulated professionals; and

WHEREAS, The Chief Financial Officer has provided a certification that sufficient funds are available for payment of this contract under Account #08-215-55-901-1610A.

NOW, THEREFORE BE IT RESOLVED By the Township Committee of the Township of Montgomery as follows:

1. The Mayor and Clerk are hereby authorized and directed to execute an agreement with Kleinfelder for providing bidding assistance and construction phase services described in the Proposal and scope of work. The terms of the agreement shall be subject to the approval of the Township Attorney.
2. Kleinfelder shall be paid a not to exceed fee of \$52,180.00 for its services.
3. A copy of this Resolution, the Certification of Contract Value, the Campaign Contributions Affidavit, and the executed Agreement shall be placed on file in the office of the Township Clerk.
4. A notice of this action shall be published in the official newspaper as required by law.
5. Performance of services and payment for services are subject to the certification of availability of funds by the Chief Financial Officer.

13-1. Deputy Mayor Schuldiner moved the adoption of the foregoing resolution. The motion was seconded by Committeeman Keenan and carried on the following:

ROLL CALL - Ayes - Huang, Keenan, Gural, Schuldiner, Jaffer
Nays - None

14. **RESOLUTION #20-2-73 - AUTHORIZING TEMPORARY EMERGENCY APPROPRIATIONS**

WHEREAS, The 2020 Municipal Budget has not been adopted and there is a need to increase the Temporary Budget prior to the 2020 Budget being adopted in order to maintain operations until such time as the Township Budget is in place; and

WHEREAS, N.J.S.A. 40A:4-20 provides for approval of emergency temporary appropriations prior to the Municipal Budget being adopted, by a confirming vote of two-thirds of the full governing body.

NOW, THEREFORE, BE IT RESOLVED, By confirmation of two-thirds of the full governing body, that the Chief Finance Officer is authorized to increase the temporary emergency appropriations as follows:

Current Fund

General Admin	
Salary & Wages	\$ 25,000.00
Mayor & Council	
Salary & Wages	\$ 1,000.00
Municipal Clerk	
Salary & Wages	\$ 16,000.00
Finance Administration	
Salary & Wages	\$ 41,000.00
Data Processing	
Salary & Wages	\$ 12,000.00
Geographic Information Sys	
Salary & Wages	\$ 6,000.00
Revenue Administration	
Salary & Wages	\$ 4,000.00
Other Expense	\$ 6,000.00
Tax Assessment	
Salary Wages	\$ 14,000.00
Legal Services	
Other Expense	\$ 12,000.00

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Current Fund

Planning Board	
Salary Wages	\$ 18,000.00
Engineering	
Salary Wages	\$ 31,000.00
Master Plan	
Other Expense	\$ 14,000.00
Zoning Board of Adjustments	
Salary Wages	\$ 12,000.00
Other Code Enforcement	
Salary Wages	\$ 47,000.00
Liability Insurance	
Other Expense	\$163,000.00
Long Term Disability	
Other Expense	\$ 3,000.00
Workers Compensation Insurance	
Other Expense	\$114,000.00
Employee Group Insurance	
Other Expense	\$ 80,000.00
Deferred Compensation	
Other Expense	\$ 13,000.00
Police	
Salary Wages	\$325,000.00
Fire Prevention	
Salary Wages	\$ 14,000.00
Fire Hydrants	
Other Expense	\$ 36,000.00
Streets & Roads	
Salaries & Wages	\$ 72,000.00
Streets & Roads	
Other Expense	\$ 33,000.00
Public Works	
Salaries & Wages	\$ 10,000.00
Buildings & Grounds	
Salaries & Wages	\$ 14,000.00
Vehicle Maintenance	
Other Expense	\$161,000.00
Environmental Commission	
Other Expense	\$ 1,000.00
Public Health	
Salaries & Wages	\$ 43,000.00
Animal Control	
Salaries & Wages	\$ 5,000.00
Recreation	
Salary & Wages	\$ 10,000.00
Kid Connection After School	
Salaries & Wages	\$ 3,000.00
Maintenance of Parks	
Salary & Wages	\$ 44,000.00
Shade Tree	
Other Expense	\$ 4,000.00
Telephone Expenses	
Other Expense	\$ 5,000.00
Natural Gas	
Other Expense	\$ 5,000.00
Solid Waste Disposal	
Other Expense	\$ 14,000.00
Social Security F.I.C.A.	
Other Expense	\$ 60,000.00
Municipal Court	
Other Expense	\$ 36,000.00
Workers Compensation	
Other Expense	\$ 12,000.00
Liability Insurance	
Other Expense	\$ 71,000.00
Social Security	
Other Expense	\$ 6,000.00
Group Insurance	
Other Expense	\$ 5,000.00
Sewer C	
Salary & Wages	\$ 74,000.00
Sewer E	
Other Expense	\$ 66,000.00

14-1. Deputy Mayor Schuldiner moved the adoption of the foregoing resolution. The motion was seconded by Committeeman Huang and carried on the following:

ROLL CALL - Ayes - Huang, Keenan, Gural, Schuldiner, Jaffer
 Nays - None

15. ORDINANCE #20-1626 - Payment Methods for Delinquent Taxes - Public Hearing

A. Mayor Jaffer read the title of the ordinance as follows:

AN ORDINANCE AMENDING SECTION 2-21 "CHECKS AND OTHER WRITTEN INSTRUMENTS" OF THE CODE OF THE TOWNSHIP OF MONTGOMERY, IN SOMERSET COUNTY, NEW JERSEY (1984) REGARDING ACCEPTABLE PAYMENT METHODS FOR DELINQUENT TAXES ON PROPERTIES SUBJECT TO TAX SALE.

B. Mayor Jaffer opened the hearing to the public. There being no comment, Deputy Mayor Schuldiner moved that the public hearing be closed. The motion was seconded by Committeeman Huang and carried unanimously.

C. BE IT RESOLVED By the Township Committee of the Township of Montgomery that the foregoing ordinance be hereby adopted this 20th day of February, 2020 and that notice thereof be published in an official newspaper as required by law.

15-1. Deputy Mayor Schuldiner moved the adoption of the foregoing resolution. The motion was seconded by Committeeman Huang and carried on the following:

ROLL CALL - Ayes - Huang, Keenan, Gural, Schuldiner, Jaffer
Nays - None

16. ORDINANCE #20-1629 - 2020 Salary & Wages - Public Hearing

A. Mayor Jaffer read the title of the ordinance as follows:

AN ORDINANCE ESTABLISHING A COMPREHENSIVE SALARY AND WAGE PLAN FOR THE TOWNSHIP OF MONTGOMERY, SOMERSET COUNTY, AND TO PROVIDE FOR ITS ADMINISTRATION IN 2020.

B. Mayor Jaffer opened the hearing to the public. There being no comment, Deputy Mayor Schuldiner moved that the public hearing be closed. The motion was seconded by Committeewoman Keenan and carried unanimously.

C. BE IT RESOLVED By the Township Committee of the Township of Montgomery that the foregoing ordinance be hereby adopted this 20th day of February, 2020 and that notice thereof be published in an official newspaper as required by law.

16-1. Deputy Mayor Schuldiner moved the adoption of the foregoing resolution. The motion was seconded by Committeewoman Keenan and carried on the following:

ROLL CALL - Ayes - Huang, Keenan, Gural, Schuldiner, Jaffer
Nays - None

17. RESOLUTION #20-2-74 - 2020 SALARIES FOR NON-UNION EMPLOYEES

WHEREAS, The Township Committee of the Township of Montgomery, Somerset County, New Jersey desires to set 2020 salaries for all Township employees not covered under collective bargaining agreements.

NOW, THEREFORE, BE IT RESOLVED By the Montgomery Township Committee that 2020 annual salaries for all non-contracted employees retroactive to January 1, 2020 are established as follows:

Mayor	Sadaf Jaffer	\$ 5,562.00
Deputy Mayor	Marvin Schuldiner	\$ 4,169.00
Township Committee Member	Kent Huang	\$ 4,169.00
Township Committee Member	Devra Keenan	\$ 4,169.00
Township Committee Member	Catherine Gural	\$ 4,169.00
Township Administrator	Donato Nieman	\$172,962.00
Police Director/Captain	VACANT	\$000,000.00
Chief Financial Officer/ Tax Collector/Assistant Administrator	Michael Pitts	\$150,364.00
Township Engineer	Gail Smith	\$127,690.00
Planning Director	Lori Savron	\$127,690.00
Superintendent of Public Works	Arthur Villano	\$125,916.00
Construction Official/ Fire Marshall	Roy Mondi	\$125,270.00
Township Clerk / QPA (P/T)	Donna Kukla	\$123,441.00
Recreation Director	Karen Zimmerman	\$107,555.00
Assistant Township Engineer	Mark Herrmann	\$102,137.00
Dir. of Wastewater Operations	Christopher Lalicato	\$ 97,943.00
Asst. Superintendent of Public Works	Joseph Kane	\$ 95,321.00
Tax Assessor	Glenn Stives	\$ 93,636.00
Assistant Chief Financial Officer/ Deputy Tax Collector	Dale Melville	\$ 82,104.00
MIS Coordinator	Bill Pauwels	\$ 81,302.00
Assistant Chief Financial Officer	Claire Higgins	\$ 80,686.00
Parks Foreman	John Snyder	\$ 79,957.00
Senior Rec. Program Coordinator	Pauline Carr	\$ 74,396.00
Personnel Coordinator	Tamarah Novak	\$ 74,139.00
Payroll Manager/Pension Coordinator	Darleen Hamilton	\$ 73,080.00
Assistant Recreation Director	John Groeger	\$ 72,828.00
Building Maintenance Foreman	Samuel Centrone IV	\$ 72,828.00
Roads Foreman	Jeff Birkland	\$ 68,843.00
Laboratory Supervisor	Kara Weekly	\$ 64,770.00
Recreation Program Coordinator	Jared Gutowski	\$ 62,424.00

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Public Health Nurse	Katie Williams	\$ 39.78 p/hr.
Graduate Nurse, Public Health	Brianna McKenna	\$ 38.41 p/hr.
Community Information Officer	Tamara Garaffa	\$ 35.69 p/hr.
Administrative Assistant	Deborah Axtt	\$ 32.81 p/hr.
Administrative Assistant	Joy Hildebrand	\$ 24.59 p/hr.
<u>Kid Connection Program</u>		
Director	Andrea McKenna	\$ 83,584.00
Head Teacher	Cathy Gorman	\$ 66,430.00
	Jennifer Yanovitch	\$ 52,591.00
Teacher	Mary Ellen Comollo	\$ 56,760.00
	Donna Rossi	\$ 46,137.00
	Laura Reichert	\$ 45,745.00
	Cheryl Truppi	\$ 43,701.00
	Lisa Stryker	\$ 41,941.00
	Heather DeSantis	\$ 40,510.00
Assistant Teacher	Pat VanArsdalen	\$ 19.77 p/hr.
	Nancy Petchock	\$ 16.99 p/hr.
	Susan Garhart	\$ 16.19 p/hr.
	Elizabeth Noonan	\$ 15.53 p/hr.
	Bonnie Simmons	\$ 15.24 p/hr.
	Patty Fox	\$ 15.17 p/hr.
	Barbara Stegman	\$ 15.14 p/hr.
	Christine LaRue	\$ 15.07 p/hr.
	Barbara Chenot	\$ 14.47 p/hr.
	Nancy Sheehan	\$ 14.98 p/hr.
Clerk-Typist	Elizabeth Mann	\$ 17.33 p/hr.
Administrative Assistant	VACANT	\$ 00.00 p/hr.
Admin. Asst./Afterschool Supervisor	Joy McCarthy	\$ 16.74 p/hr.
<u>Recreation Camp:</u>		
Camp Coordinator	Cory Weingart	\$ 16.65 p/hr.
<u>Recreation/Aquatics:</u>		
Aquatics Director	Vincent Ingraffia	\$ 26.34 p/hr.
Assistant Aquatics Director	Penelope Pariso	\$ 21.91 p/hr.
Certified Instructors	Kathryn Doo	\$ 17.34 p/hr.
	Nicholas Dunham	\$ 17.34 p/hr.
	Alexandra Edenzon	\$ 17.34 p/hr.
	Victoria Gluck	\$ 17.34 p/hr.
	Matthew Irwin	\$ 17.34 p/hr.
	Audrey Lee	\$ 17.34 p/hr.
	Iris Menche-Illch	\$ 17.34 p/hr.
	Rachael Sherman	\$ 17.34 p/hr.
	Elizabeth Snedeker	\$ 17.34 p/hr.
	Brian Upshaw	\$ 17.34 p/hr.
	Rishi Yerram	\$ 17.34 p/hr.
Diving Instructor	Annie Hathaway	\$ 15.30 p/hr.
Non-Certified Instructors	Gabrielle Baldovino	\$ 14.28 p/hr.
	Jenny Chen	\$ 14.28 p/hr.
	Stephanie Chen	\$ 14.28 p/hr.
	Maggie Huang	\$ 14.28 p/hr.
	Uttishta Jagannathan	\$ 14.28 p/hr.
	Rebecca Legato	\$ 14.28 p/hr.
	Beatrice Liang-Gilman	\$ 14.28 p/hr.
	Edwin Liang-Gilman	\$ 14.28 p/hr.
	Alissa Mitelman	\$ 14.28 p/hr.
	Jeshuan Reyen	\$ 14.28 p/hr.
	Kareena Shah	\$ 14.28 p/hr.
	Annabelle Wang	\$ 14.28 p/hr.
	Andy Wang	\$ 14.28 p/hr.
	Kaitleigh Witten	\$ 14.28 p/hr.
	Katherine Yoon	\$ 14.28 p/hr.
	Lauren Yoon	\$ 14.28 p/hr.

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Lifeguards	George Alvarez	\$ 11.22 p/hr.
	Jenin Bischoff-Hashem	\$ 11.22 p/hr.
	Anika Chakraborti	\$ 11.22 p/hr.
	Kristy Chen	\$ 11.22 p/hr.
	Stephanie Chen	\$ 11.22 p/hr.
	Austin Fan	\$ 11.22 p/hr.
	Alexandria Glezer	\$ 11.22 p/hr.
	Maggie Huang	\$ 11.22 p/hr.
	Stanley Huang	\$ 11.22 p/hr.
	Ashley Kang	\$ 11.22 p/hr.
	Reese Kemen	\$ 11.22 p/hr.
	Alexandra Lister	\$ 11.22 p/hr.
	Rohin Mishra	\$ 11.22 p/hr.
	Lee Poirier	\$ 11.22 p/hr.
	Michael Poirier	\$ 11.22 p/hr.
	Shreena Solanki	\$ 11.22 p/hr.
	Andrew Taylor	\$ 11.22 p/hr.
	Andy Wang	\$ 11.22 p/hr.
	David Young	\$ 11.22 p/hr.

17-1. Deputy Mayor Schuldiner moved the adoption of the foregoing resolution. The motion was seconded by Committeewoman Keenan and carried on the following:

ROLL CALL - Ayes - Huang, Keenan, Gural, Schuldiner, Jaffer
Nays - None

18. **ORDINANCE #20-1630 - Raymond Farm Acquisition - Public Hearing**

A. Mayor Jaffer read the title of the ordinance as follows:

AN ORDINANCE OF THE TOWNSHIP OF MONTGOMERY IN SOMERSET COUNTY, NEW JERSEY, AUTHORIZING THE ACQUISITION OF INTERESTS IN PROPERTY DESIGNATED AS BLOCK 15001, LOT 45, MONTGOMERY TOWNSHIP MUNICIPAL TAX ASSESSMENT MAPS (REV. ED. 2019), ON ALLSHOUSE WAY AND DUTCHTOWN-HARLINGEN ROAD, IN THE TOWNSHIP OF MONTGOMERY.

B-1. Mayor Jaffer opened the hearing to the public.

B-2. Open Space Coordinator Lauren Wasilauski explained the reason for the ordinance and the property location.

B-3. Deputy Mayor Schuldiner moved that the public hearing be closed. The motion was seconded by Committeeman Huang and carried unanimously.

C. BE IT RESOLVED By the Township Committee of the Township of Montgomery that the foregoing ordinance be hereby adopted this 20th day of February, 2020 and that notice thereof be published in an official newspaper as required by law.

18-1. Deputy Mayor Schuldiner moved the adoption of the foregoing resolution. The motion was seconded by Committeeman Huang and carried on the following:

ROLL CALL - Ayes - Huang, Keenan, Gural, Schuldiner, Jaffer
Nays - None

19. **ORDINANCE #20-1631 - LDO-Regarding Performance and Maintenance Guarantees; Start of Construction; and Inspections - Continued to March 5**

A. Mayor Jaffer read the title of the ordinance as follows:

AN ORDINANCE AMENDING CHAPTER XVI "LAND DEVELOPMENT" OF THE CODE OF THE TOWNSHIP OF MONTGOMERY, IN SOMERSET COUNTY, NEW JERSEY (1984) REGARDING PERFORMANCE AND MAINTENANCE GUARANTEES, START OF CONSTRUCTION AND INSPECTIONS.

B. BE IT RESOLVED By the Township Committee of the Township of Montgomery that the foregoing ordinance be hereby adjourned to March 5, 2020.

19-1. Deputy Mayor Schuldiner moved the adoption of the foregoing resolution. The motion was seconded by Committeewoman Keenan and carried on the following:

ROLL CALL - Ayes - Huang, Keenan, Gural, Schuldiner, Jaffer
Nays - None

20. **ORDINANCE #20-1632** - Camp Meeting Avenue Property Acquisition (Fenton/Safro Tract) - Introduction

A. Mayor Jaffer read the title of the ordinance as follows:

AN ORDINANCE OF THE TOWNSHIP OF MONTGOMERY IN SOMERSET COUNTY, NEW JERSEY PROVIDING FOR THE ACQUISITION OF LOT 20, BLOCK 12001 ON CAMP MEETING AVENUE IN THE TOWNSHIP OF MONTGOMERY.

B. Open Space Coordinator Lauren Wasilauski explained the reason for the ordinance and the property location.

C. BE IT RESOLVED By the Township Committee of the Township of Montgomery that the foregoing ordinance be hereby passed on first reading and that the same be published in an official newspaper as required by law together with a Notice of Pending Ordinance fixing March 5, 2020 at approximately 7:00 p.m. as the date and time when said ordinance will be further considered for final adoption.

20-1. Deputy Mayor Schuldiner moved the adoption of the foregoing resolution. The motion was seconded by Committeeman Huang and carried on the following:

ROLL CALL - Ayes - Huang, Keenan, Gural, Schuldiner, Jaffer
Nays - None

21. **ORDINANCE #20-1633** - Authorizing Hetherington Quit Claim Deed - Introduction

A. Mayor Jaffer read the title of the ordinance as follows:

AN ORDINANCE OF THE TOWNSHIP OF MONTGOMERY IN SOMERSET COUNTY, NEW JERSEY, AUTHORIZING THE EXECUTION OF A QUITCLAIM DEED FOR BLOCK 4001, LOT 14 IN THE TOWNSHIP OF MONTGOMERY.

B-2. Open Space Coordinator Lauren Wasilauski explained the reason for the ordinance and the property location.

C. BE IT RESOLVED By the Township Committee of the Township of Montgomery that the foregoing ordinance be hereby passed on first reading and that the same be published in an official newspaper as required by law together with a Notice of Pending Ordinance fixing March 5, 2020 at approximately 7:00 p.m. as the date and time when said ordinance will be further considered for final adoption.

21-1. Deputy Mayor Schuldiner moved the adoption of the foregoing resolution. The motion was seconded by Committeewoman Keenan and carried on the following:

ROLL CALL - Ayes - Huang, Keenan, Gural, Schuldiner, Jaffer
Nays - None

22. **APPROVAL OF MINUTES**

The Regular Session minutes of February 6, 2020 were approved as printed.

23. **PAYMENT OF BILLS**

WHEREAS, The Township Committee of the Township of Montgomery has received bills to be paid as listed; and

WHEREAS, The Chief Finance Officer and the Township Administrator have reviewed these bills and have certified that these bills represent goods and/or services received by the Township, that these are authorized and budgeted expenditures and that sufficient funds are available to pay these bills.

NOW, THEREFORE, BE IT RESOLVED By the Township Committee of the Township of Montgomery as follows:

1. That these bills are hereby authorized for payment; and
2. That checks in the proper amounts are prepared and that necessary bookkeeping entries are made; and
3. That the proper Township Officials are authorized to sign the checks.

23-1. Deputy Mayor Schuldiner moved the adoption of the foregoing resolution. The motion was seconded by Committeeman Huang and carried on the following:

ROLL CALL - Ayes - Huang, Keenan, Gural, Schuldiner, Jaffer
Nays - None

24. **QUIET ZONE UPDATES**

Administrator Nieman commented on the quiet zone on Hollow Road. He reminded everyone that it was desirous of the Township to originally look at three quiet zones. Two of these potential quiet zones would have minimal impact. One would require the taking of a person's driveway and causing them to be limited in their access to Spring Hill Road. Cost was also a factor. The one that the Township could afford to do was the Hollow Road crossing which will cost in excess of \$500,000.00. This work is now underway by CSX.

25. **COMMITTEE COMMUNITY UPDATES:**

25-1. Committeeman Huang reported on the following:

- The Stoutsburg Sourland African American Museum is holding their 5th Annual Gospel Brunch on Saturday, February 22 between 11:00 a.m. and 2:00 p.m. at the Hopewell Presbyterian Church.
- The Van Harlingen Historical Society has an event on Thursday, February 27 at the Mary Jacobs Library at 7:30 p.m. Jim Amon, the author of "Seeing the Sourlands" will be the guest speaker.
- National Trails Day is scheduled for June 6. The location is to be determined.

25-2. Committeewoman Gural reported that there had been a joint meeting of a core group of the Board of Health and the Board of Education. They discussed a survey that a student had conducted regarding mental health.

25-3. Deputy Mayor Schuldiner reported on the following:

- The Mayor and he, along with the Administrator had been working on the upcoming Police Department promotions.
- The office hours for the Mayor are the 1st and 3rd Thursdays of the month from 10:30 a.m. to 11:30 a.m. The office hours for the Deputy Mayor are the 2nd and 4th Wednesdays of the month from 6:30 p.m. to 7:30 p.m.
- He encouraged anyone with questions regarding the Planning Board and/or Zoning Board to watch a video on the Township's website that answers frequently asked questions about the cell tower application.

25-4. Mayor Jaffer reported on the following:

- She attended the Rotary Club of Montgomery Rocky Hill's 30th Anniversary celebration.
- On February 12 she was on a panel of Mayors for the Leadership Somerset program.
- She attended the Somerset County Governing Officials Association meeting which focused on the Somerset County Food Bank. This was mainly focused on the increasing need for food for people in Somerset County, especially as food stamp benefits are being cut.
- There had been some meetings about a potential Mayors' Wellness Challenge that she and the Health Department are working on. She would like to incorporate the trails and other special elements of the township.
- She attended the "Congressman on Your Corner" meeting with Congressman Tom Malinowski. There were quite a few community members in attendance.

26. **EMPLOYEE RECOGNITION**

Administrator Nieman recognized Township Engineer Gail Smith and Montgomery resident/Princeton Engineer Deana Stockton. They are being honored by the Mercer County Society of Civil Engineers for the Cherry Valley Road joint project.

27. **MUNICIPAL BUILDING PLANS**

Administrator Nieman updated the Governing Body on the Municipal Building plans. The plans are being completed and going out to bid in March. It is tentatively scheduled to be awarded in May with a construction to begin in the summer time if everything goes according to schedule.

28. **COMMITTEE AND SUB-COMMITTEE REPORTS**

28-1. **OPEN SPACE COMMITTEE**

Committeeman Huang stated that the Open Space Committee discussed an application received for a wireless telecommunication facility on Dead Tree Run Road. If anyone had any questions or comments, they should reach out to Planning Director Lori Savron or Zoning Officer Joe Palmer. There was a lengthy discussion about deer management and different strategies on how to address the issue. They also received Pathways updates, the main one was at the Zion Crossing property. He reported that Earth Day is scheduled for May 3 at Skillman Park. There was an update on the Bessie Grover Park pathway. This pathway design work will need to be put on hold until Spring due to the fact that there is an area that could pond. The Open Space Committee is discussing what grants to apply for from ANJEC. The Environmental Commission liaison updated the Open Space Committee on the newly updated Natural Resources Inventory. There will be a public information session on March 3 at 7:30 p.m. in the Court Room of the Municipal Building.

28-2. **ZONING BOARD OF ADJUSTMENT**

Committeeman Huang stated that the Zoning Board of Adjustment discussed the cell tower application and three other applications. The three other applications were approved.

28-3. **ONE MONTGOMERY**

Mayor Jaffer and Committeeman Huang stated they attended the One Montgomery/Montgomery MOSAIC presentation on understanding why humans engage in racism, sexism, religious hatred and xenophobia presented by Dr. Sandra Donnay.

28-4. WILDLIFE MANAGEMENT COMMITTEE

Committeewoman Keenan stated that the Wildlife Management Committee talked about the existing program and did a check in on how the 2019-2020 hunting season is progressing. Last year the Committee made some recommendations, one being to up the number of antlerless deer before a hunter could take a buck. There were members in attendance from the Open Space Committee, Agricultural Advisory Committee, and Sourland Alliance. This was to begin to try to figure out how the Township can look at this deer issue systemically. The Wildlife Management Committee members have come up with a couple of ideas for the 2020-2021 hunting season. There was a local farmer present who gave his viewpoint. The committee is looking to bring in someone from the State Division of Fish and Game and the New Jersey Department of Environmental Commission to discuss about how to further deal with this issue.

28-5. ENVIRONMENTAL COMMISSION

Committeewoman Keenan encouraged people to come to the meeting regarding the updated Natural Resources Inventory on March 3 at 7:30 p.m.

28-6. SHADE TREE COMMITTEE

Committeewoman Keenan stated that the Shade Tree Committee discussed Arbor Day which occurs on April 3. She spoke about the program that the Shade Tree Committee holds at the schools. She stated that there is a need for a couple more speakers.

28-7. RECREATION COMMITTEE

Committeewoman Gural stated that the Recreation Committee discussed the new Apex Sports Facility that is being built in Hillsborough and how that might compete with some of the programs that the Recreation Department currently has. The Chief Financial Officer did a cost analysis of the Recreation Department and recommended that there be no fee increases for any of the programs with one exception. There will be a modest increase for the Rec 'N Crew fees beginning this summer. They revisited their 2016 community survey and discussed doing a 2020 survey. They discussed the Township's pathways. The 2020 Fireworks event is scheduled for July 1 with a raindate of July 9.

28-8. BUDGET AND FINANCE COMMITTEE

Deputy Mayor Schuldiner stated that the Budget and Finance Committee discussed the 2020 budget. He reported that there would be further meeting in the near future.

ADJOURNMENT was at 8:49 p.m. on a motion by Deputy Mayor Schuldiner. The motion was seconded by Committeewoman Keenan and carried unanimously.

Date of Approval:

Donna Kukla, Township Clerk